

QUARTERLY PERIOD: Approved For Release 2003/11/06 : CIA-RDP85-00988R000300020071-0

| I. <u>TYPES OF VEHICLES</u> | <u>Number of Assigned Vehicles</u> | <u>Number of GSA-Leased Vehicles</u> | <u>Total Miles Driven</u> |
|--|--|--|-----------------------------------|
| A. Subcompact/Compact Sedans, Station Wagons | _____ | _____ | _____ |
| B. Midsize Sedans, Station Wagons | _____ | _____ | _____ |
| C. Large Sedans, Station Wagons | _____ | _____ | _____ |
| D. Trucks | _____ | _____ | _____ |
| (1) Gasoline | _____ | _____ | _____ |
| (2) Diesel | _____ | _____ | _____ |
| E. Buses | _____ | _____ | _____ |
| (1) Gasoline | _____ | _____ | _____ |
| (2) Diesel | _____ | _____ | _____ |
| TOTALS..... | _____ | _____ | _____ |
| II. <u>FUEL CONSUMPTION</u> | <u>Gallons</u> | <u>Gasoline Cost</u> | <u>Diesel Cost</u> |
| A. Dispensed from Agency pumps | _____ | _____ | _____ |
| B. Purchased Commercially | _____ | _____ | _____ |
| (1) Imprest Funds | _____ | \$ _____ | \$ _____ |
| (2) Credit Cards | _____ | \$ _____ | \$ _____ |
| C. GSA Interagency Motor Pool System | _____ | _____ | _____ |
| TOTALS..... | _____ | \$ _____ | \$ _____ |

UNCLASSIFIED INTERNAL
ONLY CONFIDENTIAL SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional) Quarterly Reporting of Vehicle Mileage and Fuel Consumption

FROM: James H. McDonald
Director of Logistics
2C02

EXTENSION

NO.

OL 0 1662

DATE

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Development and Engineering
6B03, Hqs.
2. Director of Sigint Operations
7B24, Hqs.
3. Director, NPIC
1S316, Bldg.
4. Director of Data Processing
2D0105, Hqs.
5. Director of Personnel, Policy, Planning and Management
6 SE-13, Hqs.

The attached request for quarterly vehicle mileage and fuel consumption data applies only to those Agency-assigned or leased vehicles of your component which are located in CONUS.

7. Chief, Office of

, Hqs.

8. Director of Finance
616 Key

Also attached FYI is a memorandum to the DCI from the Administrator of GSA emphasizing the President's continuing deep concern to reduce gasoline consumption by at least 10 percent within all Federal Agencies.

9. Director, Geographic and Cartographic Research
1232 Ames
10. Director of Central Reference
Attn: Acquisition & Dissemination Division
11. GH0922, Hqs.

12. Chief, Soviet East European Division
5B4803, Hqs.

13. Director, Office of Current Operations
7F33 Headquarters
- 14.

15.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Quarterly Reporting of Vehicle Mileage and Fuel Consumption

FROM: James H. McDonald
Director of Logistics
2C02

EXTENSION

NO.

OL 0 1662

DATE

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

RECEIVED

FORWARDED

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director, [] 1005 Key
2. Director of Technical Service
212 South Building
3. Director of Security
GE31 Headquarters
4. Director of Training
936 C of C
5. Chief, Operations Support Group
1E4846 Hqs.
6. Director of Communications

7.

811 KEY

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The attached request for quarterly vehicle mileage and fuel consumption data applies only to those Agency-assigned or leased vehicles of your component which are located in CONUS. To facilitate reporting, it is suggested that feeder input from your various activities be combined and consolidated into one overall report for submission to the Plans and Programs Staff, OL on a quarterly basis.

Also attached FYI is a memorandum to the DCI from the Administrator of GSA emphasizing the President's continuing deep concern to reduce gasoline consumption by at least 10 percent within all Federal agencies.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

QUARTERLY REPORTING OF VEHICLE MILEAGE AND
FUEL CONSUMPTIONFOR COMPONENTS HAVING
MORE THAN ONE ACTIVITYFROM: JAMES H. McDONALD
DIRECTOR OF LOGISTICS

EXTENSION

NO.

DATE

WITH ASSIGNED OR
LEASED VEHICLESTO: (Officer designation, room number, and
building)

DATE

OFFICER'S
INITIALS

RECEIVED FORWARD

COMMENTS (Number each comment to show from whom
to whom. Draw a line across column after each comment.)

STAT 1. DIRECTOR

1005 KEY BLDG.

2. DIRECTOR OF TECHNICAL SERVICE
212 SOUTH BLDG. ✓3. DIRECTOR OF SECURITY
GE 31 HQS. ✓4. DIRECTOR OF TRAINING
G36 C OF C BLDG. ✓5. CHIEF, OPERATIONS SUPPORT Group
GE 4846 HQS. ✓

6. DIRECTOR OF COMMUNICATIONS

The attached request for quarterly vehicle mileage and fuel consumption data applies only to those Agency-assigned or leased vehicles of your component which are located in CONUS. To facilitate reporting, it is suggested that feeder input from your various activities be combined and consolidated into one overall report for submission to the Plans and Programs Staff, OL on a quarterly basis.

STAT

7. 811 KEY BLDG. ✓

Also attached FYI is a memorandum to the DCI from the Administrator of GSA emphasizing the President's continuing deep concern to reduce gasoline consumption by at least 10 percent within all Federal agencies.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

QUARTERLY REPORTING OF VEHICLE MILEAGE AND
FUEL CONSUMPTIONFOR COMPONENTS WITH
ONLY ONE ACTIVITY

WITH ASSIGNED OR

LEASED VEHICLES

| FROM: | EXTENSION | NO. | DATE | COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.) | |
|--|-----------|-----|------|---|-----------|
| | | | | RECEIVED | FORWARDED |
| 1. DIRECTOR OF DEVELOPMENT, ENGINEERING 6B03 HQS. | | | | The attached request for quarterly vehicle mileage and fuel consumption data applies only to those Agency-assigned or leased vehicles of your component which are located in CONUS. | |
| 2. DIRECTOR OF SIGINT OPERATIONS 7B24 HQS. | | | | Also attached FYI is a memorandum to the DCI from the Administrator of GSA emphasizing the President's continuing deep concern to reduce gasoline consumption by at least 10 percent within all Federal Agencies. | |
| 3. DIRECTOR, NATIONAL PHOTOGRAPHIC INTERPRETATION CENTER 1S 316 BLDG | | | | | |
| 4. DIRECTOR OF DATA PROCESSING 2D0105 HQS. | | | | | |
| 5. DEPUTY DIRECTOR OF PERSONNEL, POLICY, PLANNING AND MANAGEMENT 5E 13 HQS | | | | | |
| 6. GG 2107 HQS. | | | | | |
| 7. DIRECTOR OF FINANCE 616 KEY BLDG. | | | | | |
| 8. DIRECTOR, GEOGRAPHIC & CARTOGRAPHIC RESEARCH 1232 AMES BLDG. | | | | | |
| 9. DIRECTOR OF CENTRAL REFERENCE ATTN: ACQUISITION & DISSEMINATION DIVISION 2E 6104 HQS. | | | | | |
| 10. CHIEF, SOVIET EAST EUROPEAN DIVISION 5B 4803 HQS. | | | | | |
| 11. DIRECTOR, OFFICE OF CURRENT OPERATIONS 7F 33 HQS. | | | | | |
| 12. | | | | | |
| 13. | | | | | |
| 14. | | | | | |
| 15. | | | | | |